TRAINING PROFILE FOR: ___Reports Officer_____ . _____ CODE NO: _____

2. PHASE: Initial CODE NO: ____	3. DEVELOPMENTAL OBJECTIVES	4. ACTION COMPONENT	5. DEVELOPMENTAL TRAINING	6. FACILITY
	1. Orientation to the Intelligence Community and CIA's relationship to the Community	OTR	"Intelligence in World Affairs"	OTR
	2. Organization of CIA - missions and functions of each office	OTR	"Intelligence in World Affairs"	OTR
	3. An in depth orientation to the collection and production offices of the Agency	OTR	*"Intelligence Research and Techniques Course"	OTR
	4. Basic operations procedures and philosophy	OTR	*"Introduction to Operations" (6 weeks)	OTR
	5. Effective writing if deemed appropriate	OTR	*"Writing Workshop" tailored to DDO needs	OTR
	6. Intelligence Analysis as it relates to reports writing	OTR	"Intelligence Writing Workshop"	OTR
	7. Area familiarization - specific work assignment and that same general area of world	OTR	"Eastern Europe and USSR"	FSI
		OTR	Part-time academic courses at local universities	external
	8. Intensive training in a world language if not recruited with the proficiency	OTR	Language Learning Center, full-time instruction	OTR
	9. Part-time training in the language of his job orientation	OTR	Language Learning Center or external at local universities	OTR/ external

TRAINING PROFILE FOR: ___Reports Officer_____   CODE NO: _____

2. PHASE: Adjustment CODE NO: _____	3. DEVELOPMENTAL OBJECTIVES	4. ACTION COMPONENT	5. DEVELOPMENTAL TRAINING	6. FACILITY
	1. Preparation for a rotation to case officer assignment, full time or part-time	OTR	*"Introduction to Operations" (6 weeks)	OTR
	2. World language brought to advanced levels	OTR	Language Learning Center or Foreign Service Institute	OTR
	3. Specific language of work assignment brought to good reading level	OTR	Language Learning Center, part-time reading instruction	OTR
	4. Update on CIA and Intelligence Community	OTR	"CIA Today and Tomorrow"	OTR
	5. Effective writing if deemed appropriate	OTR	"Effective Writing Workshop"	OTR
	6. Effective briefing if deemed appropriate	OTR	*"Effective Briefing Workshop"	OTR

TRAINING PROFILE FOR: __Reports Officer__ ,   CODE NO: _____

2. PHASE: Middle CODE NO: _____	3. DEVELOPMENTAL OBJECTIVES	4. ACTION COMPONENT	5. DEVELOPMENTAL TRAINING	6. FACILITY
	1. Executive development programs when deemed appropriate	OTR	"Midcareer Course"	OTR
	2. Preparation for rotation assignment to DDI or the Department of State for 3-6 months	OTR	"Intelligence Writing Technique Course"	OTR
	3. Preparation for rotation to a country desk in OCI. This should include area studies in some depth	OTR	*"Area Seminar - (name of country)"	OTR
	4. Update language skills	OTR	Language Learning Center, part time	OTR
	5. Update operational skills	OTR	*"Operations Seminar - (name of area)"	OTR
	6. Management training	OTR	*"Middle Management Counsel (GS 11-13)"	OTR
	7. Reinforce interest in area studies and political science through academic courses part time	OTR	"International Relations of Africa"	American Univ.

TRAINING PROFILE FOR: __ Reports Officer_____ CODE NO: _____

2. PHASE: Sabbatical CODE NO: _____	3. DEVELOPMENTAL OBJECTIVES	4. ACTION COMPONENT	5. DEVELOPMENTAL TRAINING	6. FACILITY
	1. Update on CIA and Intelligence Community	OTR	"CIA Today and Tomorrow"	OTR
	2. Preparation for rotational assignment to broaden perspective - one year to a DDI office, other government agency or university for an advanced degree	OTR	*"Representational Seminar" for employees going to assignments where they officially represent the Agency	OTR
			Master's degree, School of International Service	American Univ.
	3. Update language skills	OTR	Language Learning Center, part time	OTR
	4. Reappraisal orientation possibly towards retirement preparations	OP	*"A Second Career"	OP
	5. Liberal approval of time for personal counseling possibly on investments and savings	OP	*"Preparation for the Future"	OP

TRAINING PROFILE FOR: ___Reports Officer_____   CODE NO: _____

2. PHASE: Senior CODE NO: _____	3. DEVELOPMENTAL OBJECTIVES	4. ACTION COMPONENT	5. DEVELOPMENTAL TRAINING	6. FACILITY
	1. Management updating	OTR	"Advanced Management Program"	OTR
	2. Update language skills	OTR	Language Learning Center, part time	OTR
	3. Update Agency and Intelligence Community	OTR	"CIA Today and Tomorrow"	OTR

TRAINING PROFILE FOR: __Reports Officer__   CODE NO: _____

2. PHASE:Departure CODE NO: _____	3. DEVELOPMENTAL OBJECTIVES	4. ACTION COMPONENT	5. DEVELOPMENTAL TRAINING	6. FACILITY
	Retirement programs	OP	"Retirement Seminar"	OP